



Manager's Report

for Council Meeting of July 26, 2005

FINANCE

Listed below are new businesses licensed during this period:

Business Name

Art 4 Funds
B F Excavating, Inc.
Barnhil Woodworks
Carpet Tech
Christopher Loughlin MD, PLC.
Degraf Air Condition
Envision Ideas, Inc.
Law Office of Thomas S. Rock
Mastercraft Interiors, LTD.
Ruben Martinez Printing
Salutation Station
Shoppes at Lucketts 700
Stanley Musgrave, Inc.
Stephanie's Painting

HUMAN RESOURCES

New hires and terminations for the period of July 4 to July 19, 2005

New Hires

Margaret Larsen
Maurice Howard
William Ackman
Jesse Zappia
Stanley Drew
Betty Potter
Waren Houde
Connie Gross

Position

Library Associate
Maintenance Wkr. I
Chief Of Engineering
Police Officer
Police Officer
Police Records Assist.
Police Officer
Office Associate I

Department

Library
Streets
EPW
Police
Police
Police
Police
Utilities

Manager's Report
PLANNING, ZONING & DEVELOPMENT
PLANNING DIVISION

-2-

July 26, 2005

DIVISION OF CURRENT PLANNING PLAN REVIEW ACTIVITY			
PLANS REVIEWED DURING THE PERIOD OF: JULY 6, 2005 – JULY 19, 2005			
Project Name (Address/Location)	Project Type	Submission Number	Proposal Description
Star Warehouse (Lawson Road)	Sketch Plan	1 st	Proposed warehouse facility.
Sycolin Road, Phase 1 Improvements	Preliminary/Final Development Plan	3 rd	Road improvements to Sycolin Road near the intersection with Battlefield Parkway.
Loudoun County High School (Dry Mill Road)	Preliminary/Final Development Plan	2 nd	Proposed addition to Loudoun County High School.
33 Sycolin Road	Stockpile Plan	2 nd	Proposed temporary stockpile.
Western Loudoun Medical Center	Preliminary/Final Development Plan Authorization Request	1 st	Request to authorize submission of a combined application for a building addition to the old hospital.

PLANS ACCEPTED FOR REVIEW DURING THE PERIOD OF: JULY 6, 2005 – JULY 19, 2005			
Project Name (Address/Location)	Project Type	Submission Number	Proposal Description
Turner / Wilson (Lawson Road) TLCS-2005-0006	Plat of Correction		To correct some errors to the previously recorded final plat.
Jerry's Ford (Cardinal Park Drive)	Variation Request	1 st	Request to waive frontage improvements.
Oaklawn Commercial (Battlefield Parkway, SE)	Preliminary Subdivision Plat	1 st	To subdivide the commercially zoned land within the Oaklawn Planned Development
Oaklawn (Battlefield Parkway, SE)	Floodplain Study	1 st	To establish the limits of the 100-year floodplain.
Leesburg Central (Harrison Street)	Boundary Line Adjustment	1 st	To adjust property boundaries to facilitate future development.
Loudoun County High School (Dry Mill Road)	Easement Plat	1 st	To establish easements for the future utilities that will support the proposed addition.
River Creek Village (Edward Ferry Road)	Preliminary Development Plan	1 st	Proposed shopping center.
Morningside Bus Shelter (Depot Court)	Capital Improvement Project	1 st	Bus shelter located in front of the Morningside Congregate Care Center.
Stratford, Land Bay C	Plat of Correction	1 st	To correct some errors to the previously recorded final plat.
Virginia Village	No Adverse Impact Plan	1 st	
South King Street Center (South King St.)	Final Development Plan	3 rd	Retail shopping center.
Leesburg Central (Harrison Street)	Easement Plat	1 st	To create on-site easements for the proposed office development.
River Creek, Landbay, P	Easement Plat	1 st	On-site utility easements.
River Creek, Landbay N	Easement Plat	1 st	On-site utility easements.

ZONING DIVISION

Zoning Permits Issued Residential

17 SFD – Rosebrook - \$120,000

9 SFA – Potomac Station, Section 10 - \$50,000

8 SFA - Potomac Crossing, Section 10 - \$55,000

1 SFD – 212-A Royal Street, SE – \$170,000

Zoning Permits Issued Commercial

None

Occupancy Permits Issued Residential

2 SFA - Potomac Crossing, Section 10

3 SFD – Stowers, Section 3

1 SFD – Beauregard Heights, Section 5

Occupancy Permits Issued Commercial

751 Miller Drive SE – Play's Around

SPECIAL EXCEPTIONS: 17 ACTIVE OR UNDER REVIEW FOR ACCEPTANCE

1. TLSE-2003-0007, 9 Cardinal Park Drive (Jerry's Ford): Located in the southwest quadrant of the intersection of Trailview Boulevard and Cardinal Park Drive. The applicant, John's Ford, Inc. t/a Jerry's Leesburg Ford, seeks special exception approval for an outdoor vehicle storage use on a portion of a 3.58-acre parcel. The plans were rejected for review on November 19, 2003. The applicant submitted a traffic study on November 12, 2004 and the revised application has been accepted. First submittal comments were sent to the applicant on January 31, 2005. Second submittal review comments were sent to applicant on May 20, 2005. A public hearing before the Planning Commission was held on June 16, 2005 and on July 7, 2005 the Commission recommended approval with conditions by a vote of 5-0. The Town Council public hearing is scheduled for August 9, 2005.
2. TLSE-2004-0002 Leesburg Plaza West: Located on north side of East Market Street behind the Long & Foster building. The applicant seeks special exception approval to permit a 3,663 square foot bank with three drive-thru lanes on a proposed 54,000 square foot pad site. The plans were accepted for review on February 18, 2004. The applicant has requested that staff delay review until further notice.
3. TLSE-2004-0003 Leesburg Plaza East: Located at the northwest quadrant of the intersection of Plaza Street and Market Street (in front of the Office Depot store). The applicant seeks special exception approval to permit a 3,244 square foot bank with two drive-thru lanes on a proposed 34,590 square foot pad site. The plans were accepted for review on February 18, 2004. The applicant has requested that staff delay review until further notice.
4. TLSE-2004-0008 Meadowbrook Bank Drive-Thru-EAST: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 5,000 square foot bank with a drive-thru window. The application was submitted on April 7, 2004 and officially accepted for review on May 4, 2004. Staff comments were issued on July 28, 2004 and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The Commission advised the applicant to revise the application for resubmission and a revised application was submitted on June 14, 2005. The second Planning Commission public hearing is scheduled for August 4, 2005. This application will track behind the rezoning application.
5. TLSE-2004-0009 Meadowbrook, Bank Drive-Thru-WEST: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 5,000 square foot bank with a drive-thru window. The application was submitted on April 7, 2004 and officially accepted for review on May 4, 2004. Staff comments were issued on July 28, 2004

and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The Commission advised the applicant to revise the application for resubmission and a revised application was submitted on June 14, 2005. The second Planning Commission public hearing is scheduled for August 4, 2005. This application will track behind the rezoning application.

6. TLSE-2004-0010 Meadowbrook, Convenience Store/Gas Pumps: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 7,000 square foot convenience store with 12 gas pumps. The application was officially accepted for review on May 4, 2004. The staff comments were issued on July 28, 2004 and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The Commission advised the applicant to revise the application for resubmission and a revised application was submitted on June 14, 2005. The second Planning Commission public hearing is scheduled for August 4, 2005. This application will track behind the rezoning application.

7. TLSE-2004-0018 Gatehouse Networks/Edwards Landing: Located along Woods Edge Drive, N.E. at the intersection of Chickasaw Place. The applicant, Gatehouse Networks, requests permission to build a 448 square foot equipment building with three satellite dishes on HOA property. The plans were submitted on June 10, 2004 and were officially rejected on June 22, 2004 due to failure to meet minimum submission requirements. The plans were resubmitted and accepted on September 20, 2004, and staff comments were issued on October 1, 2004. Second submission plans were received on January 28, 2005. Second submission referral comments were forwarded to the applicant on March 14, 2005. The Planning Commission public hearing was held on April 21, 2005. This application has been placed on hold pending determination of whether the applicant had the proper owner's authorization on the application, and whether the current owner agrees to permit the application to continue.

8. TLSE-2004-0019 Village at Leesburg – Residential Land Bay “A”: Located on the south side of Route 7, east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build 85 apartment units in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, and the second submission was received on November 4, 2004. Staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments are due July 29, 2005.

9. TLSE-2004-0020 Village at Leesburg – Parking Garage #1 in Land Bay “A”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 105,000 square foot parking garage in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 at its regular meeting on June 2, 2005 the Commission recommended

denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments are due July 29, 2005.

10. TLSE-2004-0021 Village at Leesburg – Parking Garage #2 in Land Bay “A”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant KSI Services, Inc., requests permission to build a 70,000 square foot parking garage in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans were received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments are due July 29, 2005.

11. TLSE-2004-0022 Village at Leesburg – Parking Garage #3 in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 49,000 square foot parking garage in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments are due July 29, 2005.

12. TLSE-2004-0023 Village at Leesburg – Parking Garage #4 in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 72,000 square foot parking garage in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments are due July 29, 2005.

13. TLSE-2004-0024 Village at Leesburg – Bank with Drive-Thru in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 5,000 square foot bank with 5 drive-thru lanes and an ATM in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments are due July 29, 2005.

14. TLSE-2004-0030 Corner Stone Chapel Daycare. Located at 742 Miller Drive. SE. The applicant, trustees of the Cornerstone Chapel, seek to expand existing Special Exceptions 97-01 and 97-08 pursuant to Section 3.4 of the Town of Leesburg Zoning Ordinance to add 3,600 square feet classroom space to the existing structure. First submittal comments were due March 21, 2005 and comments were sent to the applicant on April 28, 2005. Second submission items were received from applicant on May 17 and May 27 and referral comments are due June 24, 2005. A public hearing before the Planning Commission was held July 7, 2005 and at that meeting the Commission recommended approval with conditions by a vote of 5-0. The Town Council public hearing is scheduled for August 9, 2005.
15. TLSE-2005-0003 PetsMart Veterinary Hospital. Located in the Leesburg Plaza Shopping Center at the old K-Mart site, applicant Petsmart, Inc. seeks to obtain special exception approval for a 2,000 sq. foot veterinary hospital within a Petsmart retail store. The application was accepted for review on April 15, 2005. First submittal review comments are due on May 18, 2005. First submittal review comments were sent to applicant on May 19, 2005. Second submission comments were received June 20, 2005 and referral comments were due July 11, 2005.
16. TLSE-2005-0002 B&M Motor Cars: Located in the Leesburg Park Shopping Center, the applicant, Vasily Mulyar, seeks to obtain special exception approval for vehicle sales and rental facility in the B-3 District at 911 Edwards Ferry Road comprised of a 4,152 square foot building with four service bays and outdoor vehicle sales area. The application was accepted for review on March 15, 2005. The second submission was received on May 31, 2005 and referral comments were due June 24.
17. TLSE-2005-0005 The Good Shepherd Alliance: Located at 37 Sycolin Road, SE seeks to obtain special exception approval to convert existing office use to a homeless warming center approximately 1,285 square feet in size. The application has been submitted for acceptance review.

REZONINGS: 6 ACTIVE

1. TLZM-2003-0005 Waterside at Leesburg: Located north of the terminus of the Dulles Greenway and east of Izaak Walton Park. The applicant, Waterside at Leesburg, LC, c/o ESDC, Inc., seeks to rezone approximately 51.5 acres from R-6, B-2 and B-3 to PRN to permit 196 residential units. The plans were accepted for processing on November 21, 2003, revised plans were submitted on May 4, 2004, and second submission reviews were forwarded to the applicant on August 3, 2004. Staff is currently waiting for plans to be resubmitted. An indefinite extension of the twelve-month review deadline was granted by the applicant and accepted by the Planning Commission on October 26, 2004.
2. TLZM-2004-0001 Meadowbrook: Located on the east side of Route 15, south of the Route 15 Bypass and west of Evergreen Mill Elementary School. The applicant, Centex Homes, seeks to rezone 324 acres from R-1 to PRC (Planned Residential Community) to permit 1,356 dwelling units and 275,000 square feet of commercial uses on the property. The application was officially accepted for review on May 4, 2004, staff comments were issued on July 28, 2004, and staff is currently waiting for plans to be resubmitted. The applicant had indicated a target date of November 15, 2004 for submission of revised plans. The second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March

17, 2005. A special work session was held on March 28, 2005 to continue review. Revised plans were received on June 14, 2005 and referral comments are due July 15, 2005. The second Planning Commission public hearing is scheduled for August 4, 2005.

3. TLZM-2004-0005 Village at Leesburg: Located on the south side of Route 7 east of Cochran Mill Road (old Leesburg Commons property). The applicant, KSI services, Inc., seeks to rezone 158.45 acres from the I-1 District to B-4 (89.51 acres) and PRC (60.60 acres) to permit 635 residential dwelling units and 1,010,400 square feet of nonresidential uses on the property. The plans were submitted on June 11, 2004 and were officially rejected on June 24, 2004. The plans were resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans were received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005. At its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments are due July 29, 2005.

4. TLZM-2004-0007 Corner Stone Chapel Daycare. Located at 742 Miller Drive. SE. The applicant, trustees of the Cornerstone Chapel, seek to amend Proffer #10 of #ZM-58 Richlynn Development, Inc. to reduce a 25-foot side and rear setback to 20 feet in order to permit Cornerstone Chapel to build add 3,600 square feet of classroom space to an existing building. First submittal comments were due March 21, 2005. Comments were sent to the applicant on April 28, 2005. Second submission items were received from the applicant on May 17 and May 27 and referral comments are due June 24, 2005. A public hearing before the Planning Commission was held July 7, 2005 and at that meeting the Commission recommended approval with conditions by a vote of 5-0. The Town Council public hearing is scheduled for August 9, 2005.

5. TLZM-2005-0001 Harrison Park: Located at the northeast quadrant of the intersection of Catoctin Circle and Harrison Street, the property is approximately 11.65 acres in size. The applicant, Mitchell and Best Homes, proposes a mixed use community containing 352 multi-family units with 90 units in the two-over-two configuration that resembles townhouses. And the remaining units located in a vertical mix above the office and retail use, and 74,890 square feet of retail and office space. First review comments were due April 15, 2005. First review comments have been sent to the applicant for response on May 5, 2005 and staff is awaiting the second submission by the applicant.

6. TLZM-2005-0002 Oaklawn at Stratford: Request to modify TLZM-1990-0116 concept plan and proffers to revise the transportation improvements schedule and provide for flexible uses per land bay. The application has been submitted for acceptance review.

TOWN PLAN AMENDMENTS: 2 ACTIVE

1. TLTA-2003-0001 Waterside at Leesburg: Located north of the terminus of the Dulles Greenway and east of Izaak Walton Park. The applicant, Waterside at Leesburg, LC, c/o ESDC, Inc., seeks to amend the Transportation Element of the 1997 Town Plan to eliminate the extension of the Dulles Greenway from its interchange with the Route 15 Bypass to Catoctin Circle. The amendment was accepted for processing on November 21, 2003, revised plans were submitted on May 4, 2004, and second submission review comments were forwarded to the applicant on August 3, 2004. An indefinite extension of the twelve-month review deadline was granted by the applicant and accepted by the Planning Commission on October 26, 2004.

2. TLZM-2004-0005 Village at Leesburg: Located on the south side of Route 7 east of Cochran Mill Road (old Leesburg Commons property). The applicant, KSI Services, Inc., seeks to amend the Transportation Element of the 1997 Town Plan to replace the cloverleaf interchange at the intersection of Route 7 and River Creek Parkway with a diamond interchange. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, and the second submission was received on November 4, 2004. Staff review comments were forwarded to the applicant on December 21, 2004. On February 11, 2005 VDOT issued a letter approving the redesign at the interchange to a modified diamond. Revised plans were received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 29, 2005 and referral comments are due July 29, 2005. The Town Council authorized separating the transportation element amendment to accelerate its review. The Town Council public hearing is scheduled for July 26, 2005.

ZONING ORDINANCE AMENDMENTS:

ZOAM-2005-0001 Noise Limitations. Council initiated amendments to the Zoning Ordinance at the January 11, 2005 meeting under Resolution No. 2005-07. A public hearing before the Planning Commission was held on June 16, 2005 and at that meeting the Commission recommended approval by a vote of 5-0. The Town Council public hearing is scheduled for August 9, 2005.

BOARD OF ZONING APPEALS CASES

None at this time.

BOARD OF ARCHITECTURAL REVIEW CASES

A total of 14 cases were considered at the regular meeting held on July 18, 2005. Ten cases were approved and four were deferred to the next meeting for additional information. The next regularly scheduled meeting is August 15, 2005 at 7:30 p.m.

WATER & SEWER ADMINISTRATION**During this time frame:**

- 20 Public Facility Permits were issued totaling \$187,346. (\$171,328 of this was for water and sewer availability fees)
- 23 work orders were issued for meter sets.
- 34 requests for occupancy inspection were issued.

Capital Projects Update:

- During this period, 7 plans were received and reviewed.
- Staff attended several meetings with developers regarding proposed development plans.
- Staff and the engineer are proceeding with preparation of the special exception application for two elevated storage tanks, one of which would be located within the town limits.
- Construction activities on the Woodlea Manor Booster Station continue with slab pour completed.

- Work on the water system improvements has begun and the contractor finished with the First Street waterline loop.
- Staff is considering the adoption of a pro-rata for the Route 643 water storage tank.
- Bids for the Utility Maintenance Building have been received and are over budget. Staff has begun exploring alternatives for accomplishing the construction of this project. All bids were rejected and the project will be divided into two phases, grading and building with staff commencing construction with site grading. Revised construction plans will be prepared for rebidding the project.
- Staff is continuing to work on the water and sewer rate study and the consultant should have a preliminary report to Council in August.

UTILITY LINES DIVISION**Routine Items Include:**

- Turn on's and off's
- water meter readings
- complaint investigations
- rodding & cleaning sanitary sewer trouble spots
- marking water and sewer lines for contractors and citizens
- vehicle and ditch maintenance
- bush hogging
- water main flushing in the Sycolin zone
- assisted the Streets Division in the July 4th activities
- assisted the Streets Division by cleaning a storm drain at Country Club Drive
- assisted WPFC in cleaning the Potomac Pump Station
- sanitary sewer cleaning in SE 12
- sanitary sewer cleaning in SW 7
- sanitary cleaning of Cattail & River Creek Pump Stations

Summary Programs

- Performed complete maintenance on 86 fire hydrants.
- 28 new connections to the town utility system
- 2 water leak repairs
- 678 requests to locate utilities

TOWN OF LEESBURG

Full-time vacancies as of July 19, 2005

Department		Position Title	Date of Vacancy	Ad Placed	Apps Rcvd	Prelim Interview	Final Interview	Offered	Accepted
OCPM	1	Admin. Assoc. II	7/1/05	√	√				
Eng & PW	1	Chief of Engineering	11/30/04	√	√	√	√	√	√
	1	Traffic Technician	6/6/05	√	√				
Executive	1	Town Attorney	pending	√	√	√	√	√	
	1	Mngmt. Specialist	7/1/05	√	√				
	1	Exec. Assoc I	7/8/05	√	√				
PZ&D	1	Sr. Planner (Historic Preserv)	1/11/05	√ readvertised	√	√	√		
	1	Planner	3/18/05	√	√	√	√		
	1	Admin. Associate I	6/20/05	Internal recruiting/ Pilot Program	√	√	√		
P&R	1	Maintenance Supvr./ Recreation Facilities	5/26/05	√	√	√	√		
	1	Recreation Program Supvr.	6/27/05	√					
	1	Custodian	7/5/05	√					
Police	1	Police Records Asst.	2/24/05	√	√	√	√	√	√
	5	Police Officer I*	4/7/05	√	√				
	1	Crime Scene Specialist	7/1/05	√	√				
	1	Admin. Services Coordinator	7/1/05	√	√				
Thomas Balch Library	1	Library Archives Specialist	7/5/05	√					
Utility Lines	1	Office Associate I	5/6/05	√	√	√	√	√	√
Total	22								

*Please note that the Police Department has hired three new officers. There are still two open positions plus three additional positions that have been approved in the FY06 budget.

John A. Wells